

**Water/Wastewater Commissioners’  
Meeting Minutes  
January 21, 2014**

Present: Robert E. Courage, Chairman  
Dale A. White, Vice-Chairman  
Michael Putnam, Member  
David Boucher, Director  
Evelyn Gendron

**Call to Order**

Chairman Courage called the meeting to order at 6:10 p.m.

**Decisions**

Approval of Meeting Minutes – Vice-Chairman White made the motion to approve the minutes of the January 7, 2014 meeting. Commissioner Putnam seconded the motion. All voted in favor.

Chairman Courage announced the non-public session regarding land will be rescheduled during the February 4, 2014 meeting.

Septage Receiving Facility Retainage Disbursement Request – Director Boucher explained that it was necessary to delay approval of this retainage disbursement request to allow the Finance Department to process the contractor’s Pay Request #12 and the associated retainage fees, as well as verify that there was no effect to retainage associated with Change Order #4, the design relocation of a small, sun-shielding roof. Chairman Courage inquired the amount of retainage after Pay Request #12. Mr. Boucher said Mr. Jack Sheehy, Director of Financial Operations, verified today the amount is \$22,266.03, adding that the NH DES had officially recognized this project as substantially completed. Commissioner Putnam inquired whether the septage receiving facility heating system is operating correctly. Mr. Boucher said both heaters are working. Vice-Chairman White discussed the duration for which bonds and retainage are typically held prior to agreement of project completion and the disbursement of funds. Following discussion, Commissioner Putnam made the motion to authorize Chairman Courage to approve Weston & Sampson’s Septage Receiving Facility Final Retainage Request in the amount of \$22,266.03 as presented by Director Boucher. Vice-Chairman White seconded the motion. All voted in favor.

Activities Report – Reviewed by the commissioners. Commissioner Putnam inquired how soon septage haulers may begin bringing septage from surrounding towns. Director Boucher replied he hopes to have all aspects in place by the end of February.

Miscellaneous Water Utilities Department Project Updates – Regarding sludge hauling, he said he is reviewing a sludge handling agreement received from the Merrimack Wastewater Facility. He has spoken with Ms. Tammy Scott, Transfer Station Supervisor, and Mr. Rick Riendeau, Director of Public Works. He anticipates speaking with Mr. Riendeau regarding round trip hauling fees prior to Friday, January 24. He distributed a quote received from Atlantic Recycling regarding 30 yard container details and discussed state specifications. Vice-Chairman White offered to suggest two additional container companies in order to compare pricing. Mr. Boucher spoke with T. F. Moran today regarding their Elm Street progress and learned the majority of the base map is complete and the surveying in the railroad right-of-way will be postponed until later, as the railroad requires an on-site inspector when they are working at the train tracks. Mr. Boucher will present a progress plan to the commissioners when he receives it. Commissioner Putnam inquired the distance of the sewer line along Route 101. Mr. Boucher said through downtown Wilton and a short distance up Gibbons Highway, as it is Milford's main interceptor. Vice-Chairman White spoke of the progress he had observed and strongly suggested winter and early spring are the favorable times for contractors to receive and respond to bid requests to line up seasonal work. Commissioner Putnam said bids are typically valid for 90 days. Appropriation reports received from the Finance Department were reviewed. Mr. Boucher will speak with Attorney Drescher tomorrow regarding the Milford-Wilton Inter-municipal agreement and may request to be placed onto a future Wilton Sewer Commissioners' meeting agenda. The Wilton Sewer Commissioners are scheduled to meet on February 13<sup>th</sup>.

**Future Appointments/Meetings:**

The next regular Commissioners' meeting will be Tuesday, February 4, 2014 at the Water Utilities Department, 564 Nashua Street.

**Adjournment:**

Commissioner Putnam made the motion to adjourn the meeting at 6:50 p.m. Chairman Courage seconded the motion.

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Robert E. Courage, Chairman

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Date

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Dale A. White, Vice-Chairman

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Date

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Michael E. Putnam, Commissioner

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Date